



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agriculture & Environmental Sciences, P.O. Box 3596, Baton Rouge, LA 70821-3596, (225) 925-3789, FAX (225) 925-3760

Organic Wild Crop Plan Certification Questionnaire

Please fill out this questionnaire if you are requesting organic farm/crop certification. Use additional sheets if necessary. Sign this form. You must submit maps and history sheets with this form. Attach all other supporting documents (soil, tissue or water tests, rented or recently purchased land histories, etc.) outlined in section 9 of this questionnaire. This form or an update form may be used to update certification, according to certifying agent policies. (\$25.00 Nonrefundable Application Fee)

SECTION 1: General Information

NOP Rule 205.401

Name (Authorized Representative)		Farm Name	
Address		City	
State		Zip code	Date
Phone	Fax Email		
Legal status: <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Legal partnership (federal form 1065) <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Trust or non-profit <input type="checkbox"/> Other (specify)			
Year first certified	List previous organic certification by other agencies	List current organic certification by other agencies	Year when Organic Farm Plan Questionnaire was last submitted

List all wild crops requested for certification.

When do you anticipate having wild crop harvesting areas in production and ready for inspection?

Have you ever been denied certification? ☐ Yes ☐ No

If yes, describe the circumstances:

Do you understand the current National Organic Program (NOP) standards? ☐ Yes ☐ No

Do you have a copy of current NOP standards? ☐ Yes ☐ No

For office use only

Date received		Transmittal #	
Date reviewed		Check #	
Reviewer		Check Date	
		Amount \$	

ORGANIC FARMING

0124 1690 08

Give directions to your operation for the inspector.

When are you available to contact? ☐ Morning ☐ Afternoon ☐ Evening

When are you available for the inspection? ☐ Morning ☐ Afternoon ☐ Evening

(The Authorized Representative of the operation must be present for the inspection.)

SECTION 2: General Description

NOP Rule 205.201, .272

A. Describe all organic wild-crop harvesting areas. Areas listed below must be identified on attached maps and have clearly defined boundaries and buffer zones indicated. Total numbers of wild crops requested for certification must be listed in the General Farm Description/Eligibility Section.

HARVEST AREA I.D. (NUMBER, NAME ETC., APPEARING ON MAPS)	LANDOWNER/MANAGER OF HARVEST AREA LOCATION AND THE LOCATION ADDRESS	DESCRIPTION OF HARVEST AREA (FOR EXAMPLE: SPRING ON SOUTH EDGE OF PROPERTY ALONG HWY. D, WOODED HILLSIDE ON NORTH END OF PROPERTY, ETC.)	APPROX. ACREAGE	GENERAL DESCRIPTION OF PRODUCTION (FOR EXAMPLE: WATER CRESS, RAMPS, ETC.)	DO YOU HAVE EVIDENCE OF PERMISSION TO HARVEST FROM THIS AREA?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

B. Do you have any non-organic wild crop harvesting?

☐ Yes ☐ No

If yes, describe all non-organic wild-crop harvesting areas. Areas listed below must be identified on attached maps. Total numbers of non-organic wild crops requested must be listed in the Split and Parallel Production Section of the Wild-Crop Plan Questionnaire.

HARVEST AREA I.D. (NUMBER, NAME ETC., APPEARING ON MAPS)	LANDOWNER/MANAGER OF HARVEST AREA LOCATION AND THE LOCATION ADDRESS	APPROX. ACREAGE	GENERAL DESCRIPTION OF PRODUCTION (FOR EXAMPLE: WATER CRESS, RAMPS, ETC.)

C. Give the following information for each wild plant species to be harvested and sold, labeled or represented as organic:

PLANT NAME	BOTANICAL NAME	PART OF PLANT HARVESTED (FOR EXAMPLE: ROOTS, FLOWERS, FRUITS, ETC.)	APPROXIMATE HARVEST DATES	PROJECTED ANNUAL QUANTITIES HARVESTED

SECTION 3: History and Eligibility

NOP Rule 205.207(a)

The NOS require that to be eligible for certification, a site producing wild crops intended to be sold, labeled or represented as organic must have had no prohibited substances applied to it for at least 36 months preceding harvest of the wild crop.

Have you completed a three-year field history form for all sites used for organic wild crop harvesting? ☐ Yes ☐ No

If no, you must complete and attach a three-year field history form for these areas.

Have you managed all areas intended for organic wild crop harvesting for 3 or more years? ☐ Yes ☐ No

If no, you must attach a Prior Land Use Declaration (PLUD) completed by the landowner or manager(s) of any areas not managed by you for the past 3 years. (Contact the LDAF office if you need PLUD's, or make copies of the PLUD included in your packet.)

SECTION 4: Plan for Minimizing Negative Environmental Impact

NOP Rule 205.201, .207(b)

The NOS require that wild crops shall be harvested in a manner that assures that their harvesting will not be destructive to the environment and will sustain the growth and production of the wild crop.

What measures do you take to prevent depletion of the population of wild crops harvested and adverse impacts on biological diversity in these areas? Explain measures taken for each type of plant harvested:

What measures do you take to prevent soil erosion and other environmental disturbance in these areas? Explain measures taken for each type of plant harvested:

How do you monitor the effectiveness of these measures?

SECTION 5: Plan for Maintenance of Organic Integrity**NOP Rule 205.103, .201, .202, .272**

The NOS require that no prohibited substances compromise the organic integrity of the organic wild crop harvesting system.

A. ADJOINING LAND USE - *The NOS require that organic wild crop harvesting areas have distinct boundaries and buffer zones to prevent the unintended application of prohibited substances. Wild crop harvesting areas that adjoin land not under organic management may require a buffer. LDAF recommends a minimum 25 feet width, unless other physical features provide sufficient protection, or annual signed documentation from the adjoining land manager verifies that no prohibited products are applied to the adjoining land. If organic wild crop harvesting areas adjoin roads, railways, or utility lines, the operator must be verify that these areas are not sprayed with prohibited substances.*

Are all buffer zones for wild crop harvesting areas clearly indicated on maps and described on your Farm Plan Questionnaire?

☐ Yes☐ Not Applicable

If no, you must add these to your maps and Farm Plan Questionnaire prior to submitting them.

Do you have written adjoining land use verification from land managers for wild crop harvesting areas where you do not maintain a buffer against adjoining managed land?

☐ Yes☐ No☐ Not Applicable

If no, explain (Please contact the LDAF office if you need Adjoining Land Use Verification Forms) :

Have you communicated with road, utility, railroad crews, etc. regarding the organic status of wild crop harvesting areas that adjoin roads, utility lines, railroad tracks, etc.?

☐ Yes☐ No☐ Not Applicable

If no, explain:

What, if any, other measures do you take to prevent application of prohibited substances to organic wild crop harvesting areas?

B. SPLIT AND PARALLEL PRODUCTION - The NOS require that if crops are grown conventionally as well as organically, the operator must demonstrate the ability to prevent commingling of organic and non-organic products and prevent contact of organic operations and products with prohibited substances at all phases of the operation. Records must be kept to verify complete separation of organic from non-organic products.

If you harvest both organic and non-organic wild crops:

☐ Not applicable

How do you maintain separation of organic and non-organic wild crops, including buffer crops, through to the point of transport and sale?

How do you maintain your audit trail for documenting separation of organic and non-organic wild crops through all phases of your operation?

SECTION 6. Wild Crop Harvest**NOP Rule 205.272**

NOP Rule 205.272 requires that containers, bins, and packaging materials must not contain synthetic fungicides, preservatives, or fumigants. All reusable containers must be thoroughly cleaned and pose no risk of contamination prior to use.

A. HARVEST PROCESS/CONTAINERS:

How are your organic crops harvested? ☐ mechanical ☐ by hand

Are any organic crops custom harvested?

☐ Yes ☐ No

If yes, provide name and address of custom harvester.

What containers are used for harvesting? ☐ gravity wagons/boxes ☐ truck boxes ☐ cardboard/waxed boxes
☐ wooden totes ☐ plastic containers ☐ other (specify)

Are containers new or used? ☐ new ☐ used

If used, what did they contain prior to organic use?

Are the containers used for organic crops only?

☐ Yes ☐ No

Describe potential contamination or commingling problems you have with harvest of organic crops.

B. POST-HARVEST HANDLING:

☐ Not applicable

NOP Rule 205.201(a)(5) requires that post-harvest handling procedures do not contaminate organic products with non-organic crops or prohibited materials.

Describe your post-harvest handling procedures and equipment.

Is the processing area and equipment used for both organic and non-organic products?

☐ Yes ☐ No

If yes, describe steps taken to prevent commingling and contamination.

Check types of packaging material used: ☐ bulk ☐ paper ☐ cardboard ☐ wood ☐ glass ☐ metal
☐ foil ☐ plastic ☐ waxed paper ☐ aseptic ☐ natural fiber ☐ synthetic fiber ☐ other (specify)

In what form are finished products shipped? ☐ dry bulk ☐ liquid bulk ☐ tote bags ☐ tote boxes ☐ paper bags

☐ foil bags ☐ metal drums ☐ mesh bags ☐ cardboard drums ☐ cardboard cases ☐ plastic crates

☐ other (specify)

C. CROP STORAGE:

☐ No organic crop storage

Operators must keep organic and non-organic crops in separate storage areas and prevent commingling and contamination. Storage records must be maintained.

Describe your storage locations.

STORAGE ID #	TYPE OF CROPS STORED	TYPE OF STORAGE	CAPACITY/SIZE	ORGANIC (O), CONVENTIONAL (C)

Do you use the same storage areas for organic and conventional crops.

☐ Yes ☐ No

If yes, how do you segregate organic crops from non-organic crops?

How do you clean storage units prior to storage of organic crops?

How do you prevent/control insect pests in crop storage areas?

☐ No insect problems

How do you control rodents in crop storage areas?

☐ No rodent problems

What stored crop inputs have you used in the last three years?

☐ none

- ☐ synthetic fumigants ☐ rodenticides ☐ sprouting inhibitors ☐ ripeners ☐ growth regulators
☐ preservatives ☐ oils ☐ coloring agents ☐ waxes ☐ other (specify)

D. TRANSPORTATION:

☐ Not applicable

Who is responsible for transportation of organic products? ☐ self ☐ buyer ☐ other (specify)

Describe how organic products are transported.

What potential contamination or commingling problems do you have with the transport of organic crops?

☐ none

What steps are taken to protect the integrity of organic products during transport?

- ☐ dedicated organic only ☐ inspecting transport units prior to loading ☐ cleaning transport units prior to loading
☐ use of Clean Truck Affidavits ☐ letter/contract with transport company stating organic requirements
☐ other (specify)

SECTION 7: Record Keeping System

NOP Rule 205.103

NOP Rule requires that records disclose all activities and transactions of the operation, be maintained for 5 years, and demonstrate compliance with the NOP Rule. Organic products must be tracked back to the field/location where they were produced/harvested. All records must be accessible to the inspector.

A. RECORDS: *Please have these records available for the inspector.*

Which of the following records do you keep for organic production?

- ☐ wild crop area maps
☐ field history sheets (previous three years)
☐ documentation of previous land use for rented and/or newly purchased land
☐ documentation of attempts to source organic seeds and/or planting stock
☐ harvest records that show field numbers, date of harvest, and harvest amounts (including custom harvest records)
☐ label records
☐ storage records that show storage location, storage identification, field numbers, amounts stored, and cleaning activities
☐ clean transport records
☐ sales records (purchase order, contract, invoice, cash receipts, cash receipt journal, sales journal, etc.)
☐ shipping records (scale ticket, dump station ticket, bill of lading)
☐ other (please specify)

Records must be maintained for 5 years.

SECTION 8: Marketing

NOP Rule 205.300

Type of Marketing:

- ☐ farmers market ☐ direct to retail ☐ CSA/subscription service ☐ wholesale ☐ on-farm retail
☐ bulk commodities to processor ☐ contract to buyer ☐ other (specify)

Do you use or plan to use the USDA organic seal on product labels or market information?

☐ Yes ☐ No

Do you use or plan to use the seal of the certifying agent on product labels or market information?

☐ Yes ☐ No

Attach copies of all organic product labels.

SECTION 9: Affirmation

I affirm that all statements made in this application are true and correct. No prohibited products have been applied to any certified wild crop areas during the current year or the three-year period prior to projected harvest. I understand that the operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990 and National Organic Program Rules and Regulations. I understand that acceptance of this questionnaire in no way implies granting of certification by the certifying agent. I agree to provide further information as required by the certifying agent.

Signature of Operator _____ Date _____

I have attached the following documents:

- ☐ Maps of all parcels/fields (showing adjoining land use and field identification)
- ☐ Field history sheets
- ☐ Documentation for fields owned or rented for less than three years, if applicable
- ☐ Water test, if applicable
- ☐ Soil and/or plant tissue tests, if applicable
- ☐ Residue analyses, if applicable

☐ I have made copies of this questionnaire and other supporting documents for my own records.

SUBMIT:

- 1) **Completed Questionnaire**
- 2) **Supporting Documents**
- 3) **\$25.00 Nonrefundable Application Fee**

TO:

Louisiana Department of Agriculture and Forestry (LDAF)
Organic Certification Program
PO Box 91081
Baton Rouge, LA 70821-9081

**If you have not made copies yet, be sure to do so before submitting
Organic Wild Crop Plan and supporting documents to the office.**